



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Specifications and Advertisement for Bids for Janitorial Services

MEETING DATE: September 17, 1997

PREPARED BY: Public Works Director

RECOMMENDED ACTION: That the City Council approve the specifications for the above project and authorize advertising for bids.

BACKGROUND INFORMATION: Janitorial duties in City Hall, the Carnegie Forum, Public Safety Building, Municipal Service Center, Hutchins Street Square, White Slough Wastewater Treatment Facilities, Parks and Recreation offices and Annex, City Hall Annex, Fire Administration Offices, and Lodi Public Library are carried out by a contract janitorial service. Last year, the Library chose to bid their janitorial services as a separate contract, while most of the other facilities were maintained by Korean Maintenance Janitorial Services, who has maintained the majority of the City facilities since July 1, 1984.

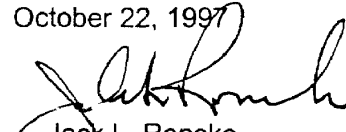
Additional square footage and janitorial responsibilities have been added over the years as City facilities have been remodeled and expanded. It is recommended that competitive bids be received at this time so other commercial cleaning firms can be considered.

The Library has the option to renew its contract with its current janitorial service, but would like to be included in this proposal as an alternate, in case it is advantageous to award that contract to another vendor.

The specifications are on file in the Public Works Department.

FUNDING: The money for this project will be coming from the operating budgets of the various departments and has been included, at current levels, in each. A request for appropriation of funds will be made at contract award.

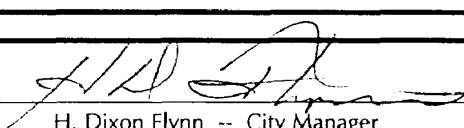
Project Estimate: \$128,000
Budgeted: 1997/98 fiscal year
Planned Bid Opening Date: October 22, 1997


Jack L. Ronsko
Public Works Director

Prepared by Dennis J. Callahan, Building and Equipment Maintenance Superintendent

cc: Purchasing Officer
Library Services Director
Building and Equipment Maintenance Superintendent
Community Center Director
Park and Recreation Director
Police Chief
Fire Chief
Finance Director
Electric Utility Director
Water/Wastewater Superintendent
Streets Superintendent

APPROVED: _____


H. Dixon Flynn -- City Manager